

# 2010 Buffalo Road Athletic Park Rental Packet



**Buffaloe Road Athletic Park**  
**5812 Buffaloe Road**  
**Raleigh, North Carolina**  
**(919) 831-6836**  
**[Parks.raleighnc.gov/athletics](http://Parks.raleighnc.gov/athletics)**

# **Buffaloe Road Athletic Complex**

## **General Information**

**Built in 2003, Buffaloe Road Athletic Park contains five (5) fenced, halogen lit diamonds with skinned in-fields and hybrid grass outfields. All fields have underground irrigation. The facility also has a multi-purpose field, 400-meter track, and playground area.**

### **Amenities include:**

*Enclosed dugouts*

*Aluminum bleacher seating that can hold up to 1000 spectators*

*Temporary fencing available (extra fees and a 60 day notice apply)*

*Scoreboard for each field*

### **Buffaloe Road Athletic Park has hosted events such as:**

- *North Carolina Special Olympics Softball event*
- *World Fastpitch Connection youth tournament*
- *City of Raleigh/ Wake County Fitness Council Track Clinic*
- *Hershey's Track and Field Games Wake County meet*
- *City of Raleigh Youth Baseball Championships*
- *USSSA Youth Baseball Tournaments*



### **Facility Rules:**

- *No alcohol or firearms are permitted on City of Raleigh property*
- *No bikes, skates, skateboards, rollerblades permitted inside of the park*
- *Do not leave children unattended without adult supervision*
- **Buffaloe Road is located at 5812 Buffaloe Rd., Raleigh, NC 27616. Easily accessible from I-440. Take exit 11 (Capital Blvd. North) onto Capital Blvd. Proceed down Capital and turn onto Old Buffaloe Rd. Turn onto Buffaloe Rd. If you have any questions please call the Athletics Office at (919) 831-6836.**

### **Documents Required for Rental**

- Rental Form
- Certificate of Liability Insurance (Insurance with the City of Raleigh as an additional insurer for at least \$1 million)
- Assembly Permit required if the Police and Athletic Department deems it necessary due to the type, size, nature, and history of the event



**City of Raleigh  
Parks & Recreation Department  
Buffaloe Road Athletic Complex Rental Agreement**



Name of User / Organization: \_\_\_\_\_ Date Submitted: \_\_\_\_\_  
 Contact person: \_\_\_\_\_ Phone (Office): \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone # (Home): \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Specific Purpose for use of the fields: \_\_\_\_\_

Insurance information (attached policy): \_\_\_\_\_  
 \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ No. of teams: \_\_\_\_\_ (Circle) *Youth or Adult*  
 Event Dates of \_\_\_\_\_  
 Reservation: \_\_\_\_\_

Estimated Starting & Projected Ending Time \_\_\_\_\_  
 Tournament Director: \_\_\_\_\_ Umpire in Chief: \_\_\_\_\_  
 Base Distances Requested: \_\_\_\_\_ Pitching Rubber Distance: \_\_\_\_\_

**2009 Rental Fees** (Fields will be dragged/marked prior to the first game each day.)

Buffaloe Rd. (One Week, 6 days).....\$1,850 \_\_\_\_\_  
 Buffaloe Rd. (Weekend, 3 days).....\$925 \_\_\_\_\_  
 Buffaloe Rd. (1 day).....\$530 \_\_\_\_\_  
 1 field all day (6 hours +).....\$175 \_\_\_\_\_  
 1 field ½ day (up to 6 hours).....\$125 \_\_\_\_\_

**Additional Services**

Drag/Mark fields between each game.....\$10 per field \_\_\_\_\_  
 Drag/Mark fields after 2 games.....\$15 per field \_\_\_\_\_  
 Drag/Mark fields halfway through each day.....\$20 per field \_\_\_\_\_

In case of rain, Directors may request drying materials be added to the fields at a cost of **\$7.00** per bag.

A bill will be sent to the Tournament director after the Event.

Are you interested in this service? Yes No

I will require the use of a golf cart, gator, or other small motorized vehicle(s) for this event. Yes No

***(Golf cart must be supplied by renter and all Buffaloe Road golf cart guidelines must be followed.)***

Temporary Fencing available with 60 day advanced request, approval and payment. **\$250 per field fee for fencing** \_\_\_\_\_

Outside Fields (if available): **(Additional \$20/hour, with lights \$40/hour)** \_\_\_\_\_

Tent Rental (if available): **(\$50 per tent)** \_\_\_\_\_

Supply Water, Ice & Coolers: **(\$8 per dugout per game)** \_\_\_\_\_

Total Fees: \$ \_\_\_\_\_

**Please attach any supporting documents.**

Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_

(Signature verifies applicant has read both sides of the application and agrees to abide by the stipulations governing the facility. All **new** users are **required** to meet with Parks and Recreation prior to approval.)

**\* As of June 30, 2010 fees are subject to change per city council.**

## **BUFFALOE ROAD ATHLETIC PARK STIPULATIONS GOVERNING FACILITY USE**

- 1. Programs sponsored by the Raleigh Parks and Recreation Department shall have priority over use.**
- 2. The specified user shall not sub-let the facility.**
- 3. The possession and/or consumption of alcoholic beverages and/or illegal drugs are prohibited on all City of Raleigh parks property.**
- 4. The user organization shall be responsible for the general clean up of the facility. In the event the facility is not cleaned after the use of the facility, the user/organization will be billed for the cost of clean up by the Department. (Cost determined by staff.)**
- 5. In the event of inclement weather, the Department reserves the right to cancel all reservations.**
- 6. RPRD may deem it necessary to have uniformed police/security officers to be on the premises; the user/organization shall be responsible for making arrangements of such officers and for paying directly for their services.**
- 7. The user/organization is responsible for seeing that vehicles use designated parking areas only. In the event of damages to any Raleigh Parks and Recreation facility the user/organization will be held liable for all damages.**
- 8. The user/organization shall assume all responsibility for all risks and hazards incidental to the use of the facility as well as any transportation to and from the facility. The user/organization further agrees to release, absolve, indemnify, and hold harmless the Raleigh Parks and Recreation Department and its employees.**
- 9. A parking fee may be charged for all motorized vehicles entering the park. This will be in effect two (2) hours prior to the first game. Parking permits must be displayed in the vehicle's window at all times while parking at the complex.**
- 10. An admission/gate fee will be charged for all tournaments and special events. Staff, umpires, and uniformed players will be allowed to enter at no charge. One (1) scorekeeper per team will be allowed to enter at no charge and must register with the gatekeeper.**
- 11. All teams participating in softball at the complex must be registered with: ASA, USSSA, NSA, or any National Softball Governing Body that provides liability coverage to protect your group and the City of Raleigh in case of bodily injury or property damage (\$1 million for bodily injury aggregate and \$1.5 million for property damage) incurred during the event. Certificate must be provided to RPRD prior to the event.**
- 12. Cancellation Policy: 25% will be paid if event is cancelled less than five days prior to the event.**
- 13. No pets, skates, skateboards, rollerblades, bicycles, or motorcycles are allowed inside the plaza areas of the complex.**
- 14. No wading or swimming is allowed in the reservoir or creek within the park.**
- 15. The user/organization is responsible for set-up and immediate take-down of necessary supplies. Vehicles are allowed in the plaza areas for loading and unloading of the user's/organization's supplies only.**
- 16. No games will be scheduled after 11:00pm.**
- 17. There will be no admissions, fund-raising, or selling of merchandise or food at any City of Raleigh facility by any user/organization without prior written approval from the Raleigh Parks and Recreation Department. If allowed, a 20% fee of the vendor's gross receipts will be paid to the City of Raleigh no later than one (1) week after the event. All vendors must have the following before applying: NC State Tax Form, City of Raleigh Privilege License, Wake County Health Inspection and Permit (if applicable), Insurance listing the City of Raleigh as an additional insured, and a Vendor's Agreement and Vendor's Log.**